



PLANNING COMMISSION
MEETING MINUTES
THURSDAY, FEBRUARY 10, 2022
691 Main Street
Cheswold, Delaware 19936

ATTENDANCE VIA ZOOM WAS AVAILABLE

Planning Commissioners In Attendance:

Ms., Colleen Ostafy, Acting Chairperson
Ms., Barbara Cooper Commissioner via ZOOM
Mr. Dave Naples - Commissioner – via ZOOM

Excused: Mr. Carl Schultz, Commissioner
Mr. Reginald Valentine, Commissioner
Mr. Thomas Wilkes, P.E., Town Engineer

Also in Attendance: Ms. Sam Callender, Town Land Use Administrator

MEETING OPENING:

The meeting was called to order at 5:12 p.m., by Acting Chairperson Ostafy and a Salute to the Flag and a Moment of Silence immediately followed.

After the moment of silence, she confirmed with Ms. Callender that the meeting had been properly posted and conducted a roll call, after which it was acknowledged that a quorum was in attendance, and the meeting proceeded.

AGENDA REVIEW:

A call for a review of the agenda was made and a motion to accept it as presented was made by Commissioner Cooper. A second to the motion was made by Commissioner Naples and an unanimous roll call vote, passed the motion.

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MINUTES REVIEW:

The following minutes were reviewed and voted upon:

**December 9, 2021 – Monthly Commission Meeting
January 13, 2022- Meeting Cancelled due to COVID**

A motion was made by Commissioner Cooper to approve the minutes as presented. Commissioner Ostafy made a second to the motion and it passed with a unanimous roll call vote.

NEW BUSINESS –

A. Applicant Review Request:

- Location: 440 Twin Oaks Dr. (*Central Delaware Business Park*)
- 3 tax parcels totaling 16 acres
- Owner: 440 Twin Oaks Drive, LP
- Previous tenant / use:
 - Allan Myers, Inc. asphalt plant
- **Current use:** Vacant / truck parking
- **Proposed use:**
 - Secure/fenced-in lots to facilitate small scale industrial / commercial operations, such as construction, trucking and related industries.
- Contact: Seth Myers (610) 564-3726
seth.myers@allanmyers.com

Ms. Callender informed the Commissioners that she expected Mr. Seth Meyers to attend the meeting via ZOOM to present his proposed project to him, but unfortunately, he did not. And although he was not present, she suggested that the Commissioners review the requirements for I-1, (Light Industrial) vs. I-2, (Heavy Industrial) Zoning, as it appears to her that there are obvious inconsistencies between what is allowed between the two.

After some discussion, Commissioner Naples agreed to author a recommendation to the Town Council to request the Planning Commission to immediately review and revise the Land Use Ordinance as may be required to provide for the consistent and equitable assignment of the Industrial codes.

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OLD BUSINESS:

- **Review of Section 4-4, Total Revision**

As a result of the anticipated degree of effort required to review and revise the Land Use Ordinance as it applies to the Industrial Zoning codes, Ms. Callender made the suggestion that the revision of Section 4-4 be put on hold until next month. The Commissioners agreed.

(This will not affect any work that she may complete to be reviewed by the Commissioners at a later date.)

TOWN ENGINEER COMMENTS: *EXCUSED/NOTHING TO REPORT*

LAND USE ADMINISTRATOR COMMENTS:

Ms. Callender presented the renderings of the proposed new Town Hall and Police Department to the Commissioners. She also asked Mr. Naples, in his Building Inspector position, if an elevator is required in a basement in a public building. His reply was no, as long as the basement is not open to the public.

COMMISSIONER COMMENTS:

Commissioner Cooper – *Stated that she was glad to see everyone back.*

Commissioner Schutlz – *EXCUSED/NOTHING TO REPORT*

Chairperson Valentine – *EXCUSED/NOTHING TO REPORT*

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COMMISSIONER COMMENTS: *"continued"*

Acting Chairperson Ostafy – Informed everyone that they should start thinking about who is going to replace Mr. Jones as Chairperson. Mr. Naples stated that he feels that he would not be appropriate for the position, as he has not been on the Commission long enough, plus he has too many other obligations at present. Commissioner Cooper suggested that either Commissioner Ostafy or Commissioner Schultz should take the position. Commissioner Ostafy responded that she feels Commissioner Schultz is best qualified, as he has done should an excellent job in the past, when required, but they will have to wait until he returns to see what his thoughts are on the position.

Ms. Ostafy also expressed her thanks and appreciation to and for Mr. Naples joining the Commission.

**Next Meeting Date: Thursday, March 10, 2022; 5:00 p.m.,
@ Cheswold Town Hall - Commissioners and Applicants only**

- **ZOOM** will be available for all others

MOTION to ADJOURN:

A motion to adjourn was made by Commissioner Cooper at 5:49p.m. A second to the motion was made by Commissioner Naples and a unanimous roll call vote passed the motion.

Minutes Submitted by: Land Use Administrator Sam Callender February 15, 2022